

City of Seattle Department of Education and Early Learning (DEEL)

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**SEATTLE PRESCHOOL PROGRAM
(SPP) AND SPP PATHWAY**

REQUEST FOR INVESTMENT (RFI)

Information Session Agenda

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- Information Session Process
- RFI Overview
- Determining Expected Provider Reimbursement
- Questions

Seattle Preschool Program Levy Goals

RFI page 3

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- Ensuring children are prepared to enter school
- Helping to close the achievement and opportunity gaps by providing high quality early learning opportunities to Seattle's 3- and 4-year-olds

RFI Information

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- Competitive process with no guarantee of funding
- Must submit RFI Application to receive funding
- Two types of applications:
 - SPP
 - SPP Pathway

SPP:

- 2015-16 school year for SPP: 14 classrooms, 280 children
- Funding amounts will vary depending on # of children served, teacher credentials, and other available revenues

SPP Pathway:

- Funding amounts based on a cost per slot based on 5 tier achievement levels

SPP and SPP Pathway Contracting:

- Performance-based contract

SPP and/or SPP Pathway

RFI page 3

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- SPP and SPP Pathway Applications have different minimum qualifications
- A Proposer can apply for either the SPP or the SPP Pathway, or both
- Proposers can be on the SPP Pathway for up to 2 years

SPP Minimum Qualifications

RFI pages 4-5

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Seattle Preschool Program:

- Licensed by the WA State Department of Early Learning (or exempt from licensing)
- Must be enrolled in Early Achievers (EA) and hold a rating of Level 3 or above
- Newly-hired teachers must meet SPP teacher education requirements; current teachers will be given 4 years to meet education requirements

SPP Pathway Minimum Qualifications

RFI pages 4-5

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SPP Pathway:

- Licensed or able to become licensed by the Washington State Department of Early Learning (DEL) by September 1, 2016 (or exempt from licensing)
- Must be able to enroll and begin participating in Early Achievers (EA) within 3 months of contract execution or within 3 months of becoming licensed
- Teachers must meet SPP Pathway education requirements

Program Requirements

RFI pages 5-6

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Category	Seattle Preschool Program	Seattle Preschool Program Pathway
# of Classrooms	2 or more (may be in one location or multiple)	1 or more
Classroom size	No more than 20 in each classroom	No more than 20 in each classroom
Classroom Demographics	<ul style="list-style-type: none">• Mixed-income• Enrollment is managed by the City, with the exception of children enrolled before contract start date	<ul style="list-style-type: none">• Minimum of 8 children from families with incomes between 110.1%-300% FPL. These children's tuition will be subsidized by the City• Enrollment is managed by the Proposer

Program Requirements

RFI pages 5-6

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Category	Seattle Preschool Program	Seattle Preschool Program Pathway
Ratio	Not to exceed 10 students per 1 teacher (1:10)	Not to exceed 10 students per 1 teacher (1:10)
Hours per day	6 hours	Part -day (3 hours) or full-day (6 hours) Must be able to become a full-day program within two years of contract start date
Days per year	180 days	180 days

Program Requirements

RFI pages 5-6

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Category	Seattle Preschool Program	Seattle Preschool Program Pathway
Curriculum	<ul style="list-style-type: none">• Creative Curriculum 5th Edition or• High Scope	<ul style="list-style-type: none">• Evidence-based curriculum• Must be able to adopt SPP curriculum within two years of contract start date
Classroom Teacher Requirements	1 Lead Teacher; 1 Assistant Teacher	1 Lead Teacher; 1 Assistant Teacher
Coaching	Allow coaches provided by DEEL unlimited access to teachers in the classroom for professional development and coaching	Allow coaches, provided by DEEL, access to teachers in the classroom.

Program Requirements

RFI pages 5-6

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Category	Seattle Preschool Program	Seattle Preschool Program Pathway
Family Engagement	Must include a universal family engagement approach that integrates intentional parent/child activities and promotes academic, social, and emotional school readiness	Must be aligned with Early Achievers Family Engagement requirement.

Evaluation Criteria (SPP Application)

RFI page 8

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High Need Locations (55 Points)

- Sites physically located in areas where Seattle Public Schools (SPS) elementary schools have records of low academic achievement **OR**
- Sites not physically located within the priority attendance areas but have a 5+ year track record showing that at least 40% of their preschool enrollment consists of children who matriculate to Title I or Level 1 and Level 2 schools.

(Note: Proposers can fill out one application for multiple sites; however, individual sites will be scored separately.)

Evaluation Criteria

RFI page 8

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Serving Low Income Children (25 points total)

- Provides ECEAP, Head Start, and/or Step Ahead Preschool (13 points)
- Provides Extended Day Care (12 points)
 - Child care from 7:00 am - 6:00 pm year-round, including summer when preschool is not in session

Evaluation Criteria, Cont'd.

RFI page 9

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High Quality Practice (10 points total)

- Rated as an Early Achievers Level 5 with the following CLASS scores (5 points):
 - 6.0 for Emotional Support
 - 6.0 for Classroom Management
 - 4.5 for Instructional Support

*If Proposer is unable to provide written documentation of CLASS Scores, the City will obtain them from DEL with Proposer's permission
- Provides Dual Language Classroom (5 points)

Evaluation Criteria, Cont'd.

RFI page 9

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Narrative Section* (20 total points)

- Experience serving diverse groups (10 points)
- Experience engaging families (10 points)

*Narrative question responses cannot exceed 300 words for each question

Evaluation Criteria, Cont'd.

RFI page 9

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Tiebreakers (6 total additional points)

- Agencies operating preschool classrooms within the attendance area of a public school where English Language Learner population has exceeded 30% of the total school population within the past three years (2 points)
- Agencies that have the capacity to provide comparatively more classrooms for SPP in comparison to other applicants (2 points)
- Agencies operating preschool classrooms within the attendance area of a public school where the percentage of incoming kindergarteners in the attendance area has increased by more than 10% over the past two years (2 points)

Evaluation Criteria (SPP Pathway Application)

RFI page 10

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Only one evaluation criteria differs between SPP and the SPP Pathway:

- **High Quality Practice (5 points)**
 - Proposer is registered in Early Achievers and participating in Level 2 activities. Proposer does not have to be EA rated to receive full points

Determining Expected Provider Reimbursement

RFI Application Exhibit B pages 15-16

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- If a Proposer wants to know its expected City reimbursement during RFI application process:
 - 1) Answer the questions in Exhibit B of RFI Application
 - 2) Email Exhibit B to Brad Kessler brad.kessler@seattle.gov
 - 3) Brad will email Proposers the projected reimbursement based on the information provided
 - 4) Projections can be made for more than one scenario if needed
- This is available to Proposers up to May 7
- This is only for planning purposes; final contract amounts will be established with successful Proposers during contract negotiations

Submission Instructions

RFI page 7

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Response Requirement:

- 2015-16 Seattle Preschool Program Preschool or SPP Pathway RFI Application (Exhibit A) and required application items listed on checklist at end of Application
- Exhibit B (only required if applying for SPP): Information to Calculate Expected Provider Reimbursement
- All narrative responses within the 2015-16 SPP or SPP Pathway RFI Application must be limited to 300 words per question. Any responses exceeding this limit will be excised from the document for evaluation purposes.
- Narrative responses must be in this format:
 - 8½” x 11” paper, minimum size 11 font, 1-inch margins
 - Typed or word-processed; double-sided, single or doubled spaced
 - Pages numbered
 - All attachments stapled together

Submission Instructions, Cont'd.

RFI page 7

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Please submit both hard copies and electronic copies as follows:

Hard copies:

Please submit 8 paper copies (by US mail, hand delivery, or FedEx/UPS)

Address information is on page 7 of RFI.

Electronic copies:

Send files in MS Word or Adobe PDF to: Leilani.delacruz@seattle.gov

Please follow naming conventions on page 7 of RFI.

Email submittal to: kathryn.repp@seattle.gov

Evaluation Process

RFI pages 7-11

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1. Initial Screening review:

- Legal Status information (Section III of Application)
- Application Required Items (Checklist at end of Application)

2. RFI review panel rates RFI applications

- See RFI for rating criteria and points for each section

3. Proposer interviews (as applicable)

4. Decisions issued

Timeline

RFI page 1

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- April 20: RFI Released
- April 28: RFI Information Session
- May 4: Last day to submit questions to DEEL
- **May 7, 4:30 pm: Applications due**
- May 11–21: RFI Selection Panel; if interviews are needed, they will occur during this time period
- May 22: RFI Notification of Successful Proposer(s)
- June: Contract Negotiations
- September 1: Contract Execution

RFI Submittal Key Reminders

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- Follow the required response format
- Submit 8 paper copies *and* an electronic file
- E-mail any questions to leilani.delacruz@seattle.gov by Monday, May 4
- Proposals due by **Thursday, May 7 by 4:30pm**
- Make sure the person designated on the cover sheet can be reached at the phone number and e-mail address listed on the Application

RFI Reference Documents

RFI page 16

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- The following reference documents are available online at <http://www.seattle.gov/education/childcare-and-preschool/seattle-preschool-program>:
 - [Seattle Preschool Program Action Plan](#)
 - [Seattle Preschool Program Implementation Plan](#)
 - [Seattle Preschool Program Plan DRAFT](#)

RFI Questions

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- Today's questions are being documented and will be posted online http://www.seattle.gov/education/about-us/funding-opportunities/spp_provider-pathways_2015
- Applicants' questions after the RFI information session must be sent via email—*No phone calls, please*
- E-mail: leilani.delacruz@seattle.gov
- DEEL will post answers online within approximately 3 business days to questions asked either at this session or via email
- DEEL will accept questions until May 4

Note: [RFI Addendum #1](#) was issued on April 24 and posted online